

Ordinance Violation Complaint

Town of Herndon – Zoning Enforcement

1481 Sterling Rd., Herndon, Virginia 20170

Telephone (703) 707-2666 Fax (703) 437-6335

E-mail: community.violations@herndon-va.gov



Property address: _____ **Apt. / Suite #** _____

Owner name and address: _____

Occupant: _____

Date / Time violation was observed: ____/____/____ (a.m.) (p.m.)

Type of suspected violation: _____

NOTE - If suspected violation is excessive occupancy, please complete the *Excessive Occupancy Questionnaire*.

Comments: _____

Reporting citizen: _____ ***Anonymous (yes) (no)**

Address: _____ **Telephone ()** _____

*Please provide your name, telephone number and address when reporting a violation. This is particularly important if the need arises for additional information and allows the Town staff to contact you regarding the status of the investigation. The Town of Herndon maintains confidentiality of the complainant's identity, within the laws mandated by the Commonwealth of Virginia.

Office Use Only

Complaint received by: _____

Department: _____

Date: ____/____/____

Time: _____ (a.m.) (p.m.)

Department assigned: _____

Case No. ____ - _____